



March 4 & 5, 2014

Exhibitor Application

14th Annual Serve Idaho Conference on Service & Volunteerism
Boise Red Lion Downtowner Hotel

Would you like to have access to an audience of over 100 national service members, non-profit leaders, educators, volunteer managers, and community members? Consider hosting an exhibit table at the Serve Idaho Conference.

Exhibit Space (check one)

☐ **Business/Organization — \$150**

- Exhibit booth space
- Name on select conference material
- Lunch included

☐ **Non-Profit — \$100**

- Exhibit booth space
- Name on select conference material
- Lunch included

Send completed application to:

Lachelle Smith
317 West Main Street
Boise, ID 83735
Phone: 208-332-3578 ext.3726
FAX: 208-327-7470
Email: lachelle.smith@labor.idaho.gov

Please complete the following

Organization:

Contact Name: (The person designated to receive all correspondence regarding your sponsorship.)

Contact Title:

City:

State:

Zip Code:

Phone Fax:

Email:

Product or services offered at exhibit:



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Exhibit Terms & Conditions

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Selection Process and Payment Policy: Exhibitor selection will be determined by conference committee, and all applicants will receive notification. Payment in full is due by Feb. 4, 2014 and is nonrefundable.

Terms & Conditions

- Serve Idaho (herein after called the “Management”) and the Exhibitor agree that all displays must be fully set up and operational by Conference opening. No cases or packing materials of any sort may be brought in or out of the exhibition hall during show hours. Exhibitor also agrees to be open and staffed during conference hours. Exhibitors found in violation of this agreement may not be invited back to future conferences
- Exhibitor agrees to donate one goody bag or item worth \$50 for end-of-conference drawing.
- Exhibitor agrees that space assignments may be changed by Management.
- Exhibitor agrees that electrical wiring or installation shall be done only by the electrical contractor approved by the facility.
- Exhibitor agrees to cover all electrical costs.
- Exhibitor agrees not to make undue noise, odor, use bright or hazardous lights, cause damage to the building or booth equipment or act in any manner deemed inappropriate by Management.
- Exhibitor shall have no authority to incur costs or liability for or against Management or any of its partners. Exhibitor shall pay all costs pertaining to moving in and moving out. Exhibitor shall be liable for all damages caused to the building or otherwise in connection with exhibit.
- Exhibitor agrees to assume all responsibility for loss, theft or destruction of goods or for personal injuries to himself, his employees, agents, representatives or visitors and shall indemnify, defend and save harmless Management and any of its partners, the State of Idaho, the Department of Labor and any of its officers, agents and employees from and against any liability, claims, damages, losses, expenses, actions and suits whatsoever caused by or arising out of Exhibitor’s activities.
- Exhibitor acknowledges and agrees that projections of attendance are estimates only and that no guarantees regarding attendance are being made.
- Exhibitor is welcome to combine with other organizations but agree to provide one key contact person for the exhibit.

Signature: _____ Date: _____

Print Name: _____